ORDA Installation IN-Brief

Site	
Date	

Attendees:

Organization	Title	Name	Email
Radtec	Chief Installer		
Radtec	Installer		
	MIC		
	ESA		
RSIS	Engineer		

Purpose

This briefing covers administrative and scheduling functions of the ORDA Installation at your site this week. It will discuss safety, priorities, downtime, personnel, hours, procedures, responsibilities, and paperwork. Please don't hesitate to ask questions, and ensure you understand exactly what ORDA installation will entail. Our goal is to make your install a seamless, painless procedure.

1. SAFETY
    a. Our number 1 goal. At no time will our team trade safety for expediency. We have allotted sufficient time for the installation; there is no need for shortcuts.
    b. Our team will wear appropriate safety gear, and require that anyone who works with them wear appropriate safety gear.
    c. If at any time you see a safety violation, stop the team immediately and point it out.
2. PRIORITIES
    a. Meteorological concerns take precedence over starting the installation
    b. Once the installation starts, we cannot return to legacy configuration
    c. If weather delays us more than one day, we may have to reschedule your installation
3. DOWNTIME
    a. Your radar will be out of service for approximately 2 working days.
    b. After this time, your radar will be tested for 24 hours minimum; there may be some downtime involved for calibrations/adjustments depending on your system's performance.
4. PERSONNEL
    a. The Installation teams are contractors, and their instructions come from RSIS
    b. If you have a problem with the team, please let the Chief Installer or RSIS engineer on site know. If you feel uncomfortable addressing them directly, please contact RSIS at: 1-405-366-9243x3503/ Government COTR Roger Hall 1-405-366-9243x3508 or Greg Cate 1-405-366-9243x3510
    c. The designated government representative on site
        i. Accepts the site installation for the government
        ii. Signs all installation documentation for the government
        iii. Ensures all documentation is properly completed
        iv. Monitors the team's performance
        v. Is the official government liaison for the installation team
5. HOURS
    a. The team will work approximately 8 hours every day on site

b. Nominal work hours are 8 to 5 with an hour lunch

6. PROCEDURES
    a. The team will follow the schedule as much as possible
    b.
7. RESPONSIBILITIES
    a. The installation team is not on site to fix existing radar problems. We will remove and replace only the components in our INCO, and then return the system to pre-existing condition.
    b. The installation team:
        i. Cleans the site to original condition
        ii. Removes ORDA shipping material
        iii. De-installs legacy equipment
        iv. Installs ORDA equipment
        v. Tests system before and after installation
    c. The Site:
        i. Completes Pre Site survey on radar condition at least 2 weeks before installation start
        ii. Accomplishes ECP on the RPG to convert it to ORDA
        iii. Disposes government legacy assets
        iv. Has an ORDA trained technician on site
        v. Provides installation team with unique site security procedures and local policies
        vi. Ensures site has calibrated test equipment
        vii. Designates official government representative
    d. Designated Government representative:
        i. Witnesses installation
        ii. Certifies task completion for the Government (final acceptance comes from the COTR)
    e. RSIS (if on site):
        i. Responsible for installation team conduct and performance
        ii. Coordinates as necessary
        iii. Updates technicians on any recent system changes
8. PAPERWORK
    a. The INCO plan outlines all paperwork required with this installation
    b. Pre-ORDA system performance check
    c. Signed INCO by the installation team and the designated government representative to show completion of tasks
    d. ORDA system performance check
    e. All paperwork will be sent to the COTR for final resolution and acceptance
        i. Overnight package provided
9. OTHER
    a. If you see something you believe could be improved, please let us know
    b. Verify site maps (if required) and site access
    c. WARRANTY
        i. Conditions
        ii. Site action
        iii. Response time

Schedule

The following is the generic day by day schedule for ORDA installation:

I. Site Preparation (Day 1)

A. In brief
   1. Schedule downtime
   2. Cover installation sequence
   3. Cover installation schedule and milestones
   4. Arrange any access needed
   5. Answer any questions site has
   6. Cover warranty period and action

B. Inventory
   1. Ensure all kit materials on site
   2. Ensure no damage to kit
   3. Check configuration
   4. Check calibration of all test equipment and verify operation
   5. Inventory all tools

C. Load/Verify Site Specific Software on Host Computer

D. Verify Legacy Operation
   1. Ensure there are no modifications to RDA that would interfere with install
   2. Log all alarms/faults on system
   3. Operate radar in short and long pulse
   4. Look at transmitter output, record Mod Discharge delay for short and long
   5. Check receiver calibration
   6. Perform Sun Check, verify proper pedestal/antenna operation

NOTE: *The Government tests done just prior to install may be used to verify Legacy Operation*

E. Record Data
   1. Adaptation data
   2. Any site problems

II. Installation (Day 2 and 3)

A. Shut Down Power to system

B. Remove all power from UD4 and UD5 equipment

C. Remove and modify Legacy equipment and cables per removal and installation guide
   1. Government will be responsible for proper disposal of removed equipment.
   2. If the government requires the installation team to dispose of

removed equipment, the government must provide proper disposing instructions to the installation team.

D. Install ORDA equipment
   1. Punch holes in cabinets as required
   2. Attach I/O panels
   3. Install the following equipment:
      a) UD4/104
         1) IFD mounting plate with IFD, mixer, and amplifier already attached
         2) Attenuators (3, 6, 20, and 50 dB)
         3) SMA, BNC, and Cat 5E cables
         4) bulkhead adaptors
      b) UD90/190
         1) RCP
         2) RVP
         3) Remote access server
         4) LAN switch
         5) Router
         6) Time server
         7) I/O panel
         8) Uninterruptible Power Supply (UPS)
         9) Keyboard, Video, and Monitor assembly (KVM)
         10) Serial, BNC, CAT5E, and Phone cables
         11) Power manager
   4. Run and attach cables
   5. Install GPS antenna, cable and Grommet fittings outside shelter

E. Power up ORDA

F. Test connectivity

G. Run RSTS

H. Calibration and alignment
   1. Test transmitter to ensure power out and proper bracketing
   2. Calibrate receiver test paths
   3. Perform Sun checks
   4. Calibrate RF Monitoring

I. Alarm and Fault testing

J. Re-label cables per market kit

III. Operational Test (Day 3 and Day 4)

A. Perform System Acceptance test in accordance with ORDA System

Specification 2810000D

1. Record all faults
2. Encourage Operations to run in various modes

B. Test DAU functions
NOTE: *No downtime anticipated for DAU functional testing*

IV. Cleanup (Day 4)

A. Verify physical install
1. Check cabling for proper lacing and marking
2. Check cabling for proper support and routing
3. Check all connections are properly secured
4. Ensure all rails function properly
5. Ensure proper clearance on all equipment

B. Remove all debris from chassis

C. Dispose of all shipping materials

V. Post Install (Day 4)

A. Provide training to site technicians

B. Provide documentation to site

C. Debrief site on install

D. Ensure all paperwork properly signed

E. Mail paperwork to COTR